



Chapter Bylaws of the Carpe Diem Chapter of the Dorado Academy National Honor Society

ARTICLE I: NAME

The name of this chapter shall be the Carpe Diem Chapter of the National Honor Society of Dorado Academy.

ARTICLE II: PURPOSE

The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and to encourage the development of character in students of Dorado Academy.

ARTICLE III: POWERS

Section 1. This chapter operates under the direction of and in full compliance with the NHS National Constitution. See www.nhs.us/constitutions.

Section 2. The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 3. Final authority on all activities and decisions of the chapter resides with the school principal. (See Article V, Section 1 of the NHS National Constitution.)

Section 4. Our chapter of NHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member on the basis of race, color, religion, ancestry, national origin, gender, and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

ARTICLE IV: MEMBERSHIP

Section 1. Membership in this chapter is an honor bestowed upon deserving students by the faculty and shall be based on the criteria of scholarship, service, leadership, and character.

Section 2. Membership in this chapter shall be known as active, honorary, and alumni. Active members become alumni members at graduation. Honorary members are selected at the discretion of the faculty council. Alumni and honorary members have no voice or vote in chapter affairs.

Section 3. Eligibility:



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- a. Candidates eligible for selection to this chapter must be members of the sophomore, junior, or senior class.
- b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for a period equivalent to one semester at Dorado Academy.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative GPA of 3.5 on a 4.0 scale.
- d. Upon meeting the grade level, enrollment, and GPA standards, eligible candidates shall then be considered based on their service, leadership, and character. Selection to National Honor Society is a privilege bestowed upon students by the faculty of the school, and not considered a right inherent to any student. Students do not apply for membership in the National Honor Society, instead, they await a request to provide information that will then be used by the faculty council to support their candidacy for membership. To qualify for membership, you must demonstrate excellence in the other pillars besides scholarship.

Leadership: Student leaders are those who are resourceful, good problem solvers, promoters of school activities, idea-contributors, dependable and persons who exemplify positive attitudes about life. Further, NHS members are expected to demonstrate leadership in class.

Character: is present in a person who demonstrates respect, responsibility, fairness, caring, trustworthiness, and citizenship at all times.

Service: This quality is defined through the voluntary contributions made by a student to the school or community, done without compensation and with a positive, courteous, and enthusiastic spirit.

ARTICLE V: SELECTION OF MEMBERS

- Section 1.** The selection of members to this chapter shall be by a majority vote of the faculty council, which consists of five faculty members appointed by the principal. The chapter adviser shall be the sixth, nonvoting, ex officio member of the faculty council.
- Section 2.** The selection of active members shall be held once a year during the second semester of the school year.
- Section 3.** Prior to the final selection, the following shall occur:
- a. Students' academic records shall be reviewed to determine scholastic eligibility.



b. All students who are eligible shall be notified and asked to complete and submit the candidate information form, which provides for the candidate to include information regarding leadership roles, service activities and other community activities performed both in and out of the school, for further consideration. All applications completed by students must be submitted to the Chapter Adviser by the predetermined due date. Late applications are not accepted.

c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official input form outlined according to a predetermined rubric to support the strength of a student's candidacy in the pillars of character, and leadership, in the school setting where the candidates need to demonstrate a combined minimum of 75%. Character is demonstrated by displaying responsibility, honesty, integrity, and trustworthiness. In addition, students must demonstrate academic integrity; display respect for peers, teacher, and school; and follow school's rules and regulations at all times. Leadership is measured by meeting deadlines, taking initiative, by being dependable/reliable and by demonstrating academic initiative.

d. The faculty council shall review the candidate information forms and faculty input to determine those who fully meet the selection criteria for membership.

Section 4. Candidates become members when inducted at a special ceremony.

Section 5. An active member of the National Honor Society who transfers from this school will be given an official letter indicating the status of their membership.

Section 6. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The faculty council shall grant the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain their membership.

ARTICLE VI: OBLIGATIONS OF MEMBERS

Section 1. Annual dues for this chapter shall be \$20.00. Dues will be payable to the chapter within 30 days of induction.

Section 2. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be granted the privilege to wear the emblem adopted by the National Honor Society.

Section 3. Any member who withdraws, resigns, or is dismissed from the chapter shall surrender the privilege of wearing the emblem to the chapter.

Section 4. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor stole at the graduation ceremony.



ARTICLE VII: OFFICERS

- Section 1.** The officers of the chapter shall be president, vice president, secretary, treasurer, and historian.
- Section 2.** Student officers shall be elected at the last meeting of each school year. All returning members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for office.
- Section 3.** Voting shall be by secret ballot. A majority vote shall be necessary to elect any officer of this chapter. If the first vote does not yield a majority, a second vote shall be taken of the two candidates receiving the highest number of votes.
- Section 4.** It shall be the duty of the president to preside at the meetings of the chapter and serve as the official representative of the chapter at school and community functions.
- Section 5.** The vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.
- Section 6.** The secretary shall keep the minutes and attendance records for meetings and be responsible for all official correspondence.
- Section 7.** The treasurer shall keep the record of business expenses, dues, and all other financial transactions of the chapter.
- Section 8.** The historian will prepare an illustrated yearbook of all the Chapter's activities during the school year and will assist the secretary in public relations.
- Section 9.** Officers and the faculty adviser(s) shall collectively be known as the chapter's executive committee. The executive committee shall establish annual goals for the chapter and have general charge of the meetings and the business of the chapter. Any action by the executive committee is subject to the review of the chapter members.

ARTICLE VIII: MEETINGS

- Section 1.** Members must attend all regular meetings of the honor society. Special meetings can be called by the President with approval of the Chapter Adviser.

ARTICLE IX: ACTIVITIES

- Section 1.** The chapter shall determine one or more service projects for each year.
- Section 2.** All members must participate of the school service activities and service projects.



ARTICLE X: DISCIPLINE AND DISMISSAL OF MEMBERS

- Section 1.** Any member who falls below the standards of scholarship, service, leadership, or character may be considered for discipline or dismissal from the Carpe Diem chapter of Dorado Academy National Honor Society. Members of the National Honor Society are expected to maintain their academic standing and take an active role in service and leadership in their school and community.
- Section 2.** If a member's cumulative GPA falls below the standard in effect when they were selected (fill in the minimum cumulative GPA for your chapter selection), they will be given a written warning and a reasonable period for improvement. If the cumulative GPA remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the faculty council that can include consideration of dismissal from the chapter.
- Section 3.** Violations of the law or school regulations can result in immediate consideration of the dismissal of a member. These violations include but are not limited to DWI; stealing; destruction of property; cheating; truancy; or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities or in the community.
- Section 4.** Offenders of the school conduct code (such as use of profanity, failure to comply; cheating, plagiarism, or academic integrity; unexcused absences; excessive tardiness) will receive written warning notification. A conference may be requested by either party (faculty council or student/parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.
- Section 5.** Chapter officers, as representatives of the chapter, can be removed from their positions because of disciplinary action taken by the faculty council.
- Section 6.** In all cases of pending dismissal:
- a. The member will receive written notification from the adviser/faculty council indicating the reason for consideration of dismissal.
 - b. The member will be given the opportunity to respond to the charge(s) against them at a chapter organization hearing before the faculty council prior to any vote on dismissal (in accordance with due process identified in Article X of the NHS National Constitution). The member can present their defense either in person or via a written statement presented in lieu of the face-to-face hearing. Following the hearing, the faculty council will then vote on whether to dismiss. A majority vote of the faculty council is needed to dismiss any member.
 - c. The results of the faculty council vote will be presented to the principal for review, and then stated in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the adviser.



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d. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.

e. A member who is dismissed or resigns may never again be considered for membership in the National Honor Society.

Section 7. In lieu of dismissal, the faculty council may impose disciplinary sanctions upon a member as deemed appropriate.

Date: Fall 2021